

Agenda  
**Jefferson County Historic Site Preservation Commission**  
**Bus Tour Sub-Committee**  
Jefferson UWEX Building  
864 Collins Road  
Jefferson, WI 53549  
**Meeting Room # 103 (upstairs)**  
**Thursday, August 16, 2012**

Time: 6:30 P.M.

1. Call to Order
2. Roll Call
3. Certification of compliance with Open Meeting Law
4. Discussion and final planning of Bus Tour, for September 22, 2012
  - All final details need to be established
  - Press release, add to WHS list serve, e-postcard, Jeff. Co website registration form available
  - Budget review
5. Discuss final catering details – Maureen
  - Bon Ton Catering - contract needed?
  - Table cloths, beverages provided by Bon Ton?
  - Consider special dietary needs
  - Box lunches final price with beverage?
6. Bus reservation at Van Galder, confirm with bus company bus the arrival/departure times – John
7. Bob Birmingham has coolers for water on bus – Bob has offered to provide ice and beverages for coolers
8. Name tags, and or wristbands for participants
9. Reports from committee members on bus route stops
  - Review entire route and confirm stops
  - Kelly Farm CSA – Meg & Mike Kelly have agreed to be part of the bus tour on her CSA farm. Cindy has contact Meg at 920-988-5023 to schedule the bus stop. 4:00 p.m. arrival at farm?
10. Mason Farm stop and lunch set-up at Mason Farm
11. Schedule possible future meeting dates
12. Adjourn

A possible quorum of the Commission may be present, no official action will be taken.